

STATE COMMITTEE OF INTERPRETERS
NOVEMBER 30, 2001
DIVISION OF PROFESSIONAL REGISTRATION
3605 MISSOURI BOULEVARD
Jefferson City, MO

OPEN MINUTES

The open session of the State Committee of Interpreters was called to order by Loretto Durham, Chair, at 1:10pm on November 30, 2001 at the Division of Professional Registration, 3605 Missouri Blvd, Jefferson City, Missouri, via conference call.

Members Present:

Loretto Durham -- by telephone
Carrie McCray – in person
Sandy Drummond – in person
Kim McEnulty – by telephone

Staff Present:

Pam Goose, Executive Director
Roxy Brockman, Clerk IV
Tammy Mouden, Licensure Technician II
Penney Rector, Assistant Attorney General
Karen Hess, Assistant Attorney General
Diana Dickrader, Contract Interpreter

Visitors:

Craig Jacob, Assistant Attorney General for the Missouri Commission for the Deaf
Kathleen Alexander, MCD, Commissioner
Roger Brown, MCD
Amy Fowler, MCD
Judy Benfield, LEAD Institute
Janice Cobb, LEAD Institute
Roy Miller, MCD, Executive Director

Review and Approval of Agenda

Ms. Goose requested that Item #2, Election of Secretary be removed and added next meeting dates under the Executive Director report. Ms. Drummond added communication with the BCI. A motion was made by Ms. Drummond and seconded by Ms. McCray to approve the open agenda as amended. All approved.

Review and Approval of Minutes

A motion was made by Ms. McCray and seconded by Ms. Drummond to approve the open session minutes from the September 26, 2001 meeting with corrections. All approved.

Report from Executive Director

- *Renewal Update* – Ms. Goose reported that the 412 renewal applications have already been mailed and as of November 19, 2001, approximately 70 renewal applications and fees have been received.
- *Vacant Member Positions*—Ms. Goose said that there have been reappointments but she has not been informed of any new appointments at this time.

- *ITP Brochure* – Ms. Goose provided a copy of a brochure sent out by the Ozarks Technical Community College Continuing Education department. The brochure indicates that the instructors of the courses are licensed through the Board of Certification of Interpreters (BCI). The Committee requested that a letter be sent to Ozarks Technical Community clarifying certification by the BCI and licensure by the State Committee of Interpreters.
- Next meeting dates were tabled and will be discussed by the Committee later in the meeting.

Meetings

-Attended

- MCD/BCI

October 19, 2001 (BCI meeting) -- No one from the State Committee of Interpreters was able to attend October 19, 2001 BCI meeting but Ms. Drummond said that she understood that the BCI discussed the potential revisions to the rules and the comments that were received.

November 9, 2001 (MCD Meeting) -- Ms. Drummond said she did attend the November 9, 2001 MCD meeting but arrived late and only heard part of the rule revision discussion. She said MCD announced that they would be withdrawing the supplemental evaluation rule. The MCD also discussed using the EIPA as a tool for evaluating educational interpreters.

October 20, 2001 (MCD Interpreter Conference) - Ms. Durham reported that she felt the presentation went very well. Ms. Drummond thanked the staff for the handouts and that the posters provided were very professional and helpful.

November 28, 2001 – Ms. Goose, Ms. Drummond, Mr. Brown, and Dr. Miller met informally together at the MCD office to discuss the process and concerns in regard to the renewal of licenses and certifications. Ms. Drummond said the initial application process and the renewal process for the State Committee of Interpreters was also discussed. During that meeting Ms. Drummond said they responded to the MCD's concern that we were not denying renewals when interpreter's did not have certification or had not completed CEU requirements. Ms. Drummond said she explained to Dr. Miller and Mr. Brown that the State Committee of Interpreter's doesn't have statutory authority to deny the renewal of a license based upon lack of CEUs. Ms. Goose said during the meeting she explained the current renewal process in relation to MCD's CEU requirements. Ms. Drummond said she confirmed that the Missouri Commission for the Deaf's CEU list is being checked and those licensee's that indicate they do not have the required CEUs for certification are being contacted and encouraged to resolve their lack of CEUs with the MCD so that we may move forward with their renewal.

Ms. Drummond asked Dr. Miller to clarify the process for an interpreter who has obtained the required CEUs but not sent the required documentation by the deadline date as well as the process for an interpreter who has not obtained the required CEUs by the deadline date. Dr. Miller said that under the current rule there are no exceptions but under the new rule the period to earn CEUs will still end October 31 but they will be given until November 31 to get their paper work into the office. He said currently if an interpreter fails to complete their CEUs by October 31, they will lapse. Ms. Fowler indicated that if someone fails to obtain their CEUs by October 31, they can file a reinstatement, pay a \$50.00 fee, and make up their 1.2 CEUs. In response to a question Ms. Drummond asked, Dr. Miller explained that there is no deadline for reinstatement. Ms. Drummond said she was trying to determine the impact of the reinstatement of a certification on a denied renewal and Ms. Goose clarified that an interpreter may renew their license up to two years based on the statute.

-Upcoming

Nothing scheduled at this time.

Statutes

209.321.6 – The members reviewed and discussed at length the suggested language for a possible amendment to the statute related to exempted practices. The committee could not come to a consensus in regard to accepted settings or certifications. The proposed exempted statute language will be tabled until the next meeting. Ms. Drummond suggested that each committee member prepare a list of accepted settings, certification and concerns and outline this on paper to be compared at the next meeting.

209.323.2 -- The members reviewed and discussed the proposed language for a possible amendment to the statute related to the renewal of licenses. The renewal process was discussed and clarified in depth for all present.

A motion was made by Ms. Drummond and seconded by Ms. McCray to accept the language as drafted by Ms. Rector with the revisions that have been discussed and with the phrase “issued by the Missouri Commission for the Deaf”. All approved.

The proposed language agreed upon is as follows:

“Each license issued pursuant to the provisions of sections 209.319 to 209.339 shall expire on the renewal date. The division shall mail a renewal notice to the last known address of each licensee prior to the registration renewal date. The license will expire **and renewal may be denied** upon failure **of the licensee** to provide the division with the information required for (registration) **renewal, including but not limited to satisfactory evidence of current certification issued by the Missouri Commission for the Deaf and satisfactory evidence of successful completion of continuing education units as prescribed by the Missouri Commission for the Deaf, or failure** to pay the required (registration) **renewal** fee within sixty days of the registration renewal date. The license may be reinstated within two years after the registration date, if the applicant applies for reinstatement, (and) pays the required registration fee plus a delinquency fee as established by the committee, **provides evidence of current certification issued by the Missouri Commission for the Deaf and provides evidence of successful completion of the Missouri Commission for the Deaf’s continuing education requirements.**”

Ms. Groose indicated that she thought it was too late to submit a proposed change in statute language in the Division's legislative package but she would make an attempt to see if it could still be added.

In regard to the current statute and renewal process a motion was made by Ms. Drummond and seconded by Ms. McCray that if an applicant for licensure renewal indicates that they do not have the required MCD CEUs, the applicant will be contacted to determine the status of their certification and CEUs. A data match will be done to determine if any yes answers to current certification/CEUs should be no. All approved. Based on the current statute if it is determined that an applicant provided false information on their license renewal application in regard to certification/CEU information will be gathered and discipline can be pursued.

A motion was made by Ms. Drummond and seconded by Ms. McEnulty that it is the Committee's intent once the revised statute is in place to issue a public statement on the committee's position in regard to favoring verification of the status of certification not only by a check off box on the renewal form (or whatever is required at the time) but also to favor a check with the MCD to ensure that the information provided is accurate and that individuals who do not hold current certification and who have not completed their continuing education requirements

are not renewed. The committee also encourages any future board to consider this same procedure should the law be changed to specifically require that information on the renewal. All approved.

Dr. Miller requested that the proposed language for the renewal statute 209.323.2 be placed on the agenda for the next meeting so that it may be discussed further.

In response to Ms. Goose's question the committee indicated they still wanted her to determine and pursue if the proposed renewal statute language change to determine if it could still be a part of the Division's legislative package. If the committee should decide at any future meeting to not pursue changing the renewal statute it can be withdrawn at that time.

The next meeting of the State Committee of Interpreters will be at the Division of Professional Registration on January 18, 2001, from 10:00am to 4:00pm.

A motion was made by Ms. McCray and seconded by Ms. McEnulty to adjourn the meeting at meeting at 4:10pm. All approved.

Executive Director

Date approved by Committee